

Shelter Model Budget Overview

Steven Banks, Commissioner

June 21, 2018

The Shelter Model Budget Tool is Unique to Shelter Type & Size

Shelter Types
Families With Children
Adult Families
Single Adult – General Population
Single Adult – Mental Health
Single Adult – Substance Use
Single Adult – Employment
Single Adult – Assessment

Shelter Size
0-49 Units
50-99 Units
100-149 Units
150+ Units

The Shelter Model Budget Tool Allocates Funding by Category

- The shelter per diem/daily rate (which rolls up into the annual budget) is divided into multiple categories.
- Categories include staff costs, like administrative and direct care, and other costs, like client supplies and maintenance.
- Rates for specific categories are calculated in one of three ways:
 - Staff/case ratios
 - Shelter size
 - Case-by-case assessment

The Shelter Model Budget Tool

Allocates Funding by Category

Rates for specific categories are calculated in one of three ways:

Staff/ case ratios
Direct Care Staff: social workers, peer specialists, CASACs, employment specialists
Social Service Staff: case managers, housing specialists
Operations Staff: residential aides, shift supervisors
Recreation staff

Shelter size
Administrative staff
Client Supplies
Maintenance
Transportation

Case-by-case assessment and/or documentation
Kitchen/food
Professional costs (ex. Medical and IT contracts)
Security: based on individual assessment by NYPD
Rent, utilities & insurance (based on documentation)

Implementing the Shelter Model Budget

- DHS is using the Model Budget to amend contracts for existing contracted shelters and to negotiate budgets for new contracted shelters.
- To determine new rates for existing contracted shelters, the following process is used:
 1. DHS sends the provider the appropriate model budget template(s) for their specific shelter(s) type and size
 2. DHS and the provider negotiate to align the provider's shelter budget(s) with the model parameters: **this requires multiple meetings and communications**
 3. Once negotiations are complete and the amendment value has been approved by OMB, **the amendments are processed and submitted to the Comptroller for registration**

Sample Template

Families with Children Shelter: Capacity 216

Shelter Capacity: 216	Initial Budget	Model Budget	Revised Budget w/ Rate Reform	Variance (Initial vs. Revised)
Total Per Diem	\$ 108.66		\$ 128.35	\$ 19.69
Services Per Diem	\$ 51.58		\$ 71.27	\$ 19.69
PS Costs (Staff)	Per Diem	Per Diem	Per Diem	Per Diem
Administration	\$ 4.72	\$ 4.28	\$ 6.40	\$ 1.69
Social Service/Direct Care	\$ 10.26	\$ 17.94	\$ 16.31	\$ 6.05
Recreation	\$ 2.42	\$ 1.14	\$ 2.80	\$ 0.38
<i>Fringe</i>	\$ 8.93	<i>n/a</i>	\$ 12.23	\$ 3.30
Subtotal PS Costs	\$ 26.33		\$ 37.75	\$ 11.42
OTPS	Per Diem	Per Diem	Per Diem	Per Diem
Utilities	\$ 8.09	case-by-case	\$ 8.09	\$ -
Insurance	\$ 1.56	case-by-case	\$ 1.56	\$ -
Client Supplies/Furniture	\$ 2.30	\$ 4.00	\$ 2.30	\$ -
Office Equipment	\$ 0.39	\$ 1.00	\$ 1.13	\$ 0.74
Professional Costs	\$ 0.30	case-by-case	\$ 0.26	\$ (0.04)
Maintenance/Repairs	\$ 7.38	\$ 23.11	\$ 13.16	\$ 5.78
Transportation	\$ 0.17	\$ 1.00	\$ 0.27	\$ 0.09
Security (staff+contracts)	\$ 11.18	case-by-case	\$ 12.72	\$ 1.54
Subtotal OTPS	\$ 20.19		\$ 26.77	\$ 6.58
<i>Indirect</i>	\$ 5.06	<i>n/a</i>	\$ 6.76	\$ 1.69
Total Budget	\$ 51.58		\$ 71.27	\$ 19.69
Rent	\$ 57.08		\$ 57.08	\$ -
SUMMARY				
Total Budget	\$ 4,000,000		\$ 5,600,000	\$ 1,600,000
Rent	\$ 4,500,000		\$ 4,500,000	\$ -